

7 MAR 1968

Approved For Release 1999/09/07 : CIA-RDP72-00450R000100310011-6

*15 present*

~~SECRET~~

*Presented  
Used DDS briefing  
of 13 Mar 68  
as detailed in  
memo to DDS  
20 Mar 68*

25X1A9a MEMORANDUM FOR: [REDACTED]

SUBJECT: Invitation to Address the Support  
Services Course for Career Trainees

1. You are invited to present the following subject \_\_\_\_\_

CIA Records Management Policies

in the Support Services Course for Career Trainees on \_\_\_\_\_  
Thursday, 21 March 1968 in Room 1A13 Hqs.

2. Attached are a schedule and a guidance sheet which tells of  
the nature of the course, the student body, and gives some suggestions  
for handling your subject. If you desire any further assistance in  
the preparation of your presentation, please contact the Course Chief

25X1A9a Instructor, [REDACTED] on Extension 3567.

[REDACTED]

JOHN RICHARDSON  
Director of Training

FOIAb3b

Attachments:

- A. Schedule
- B. Speaker Guidance

# MISSING PAGE

ORIGINAL DOCUMENT MISSING PAGE(S):

NO ATTACHMENTS